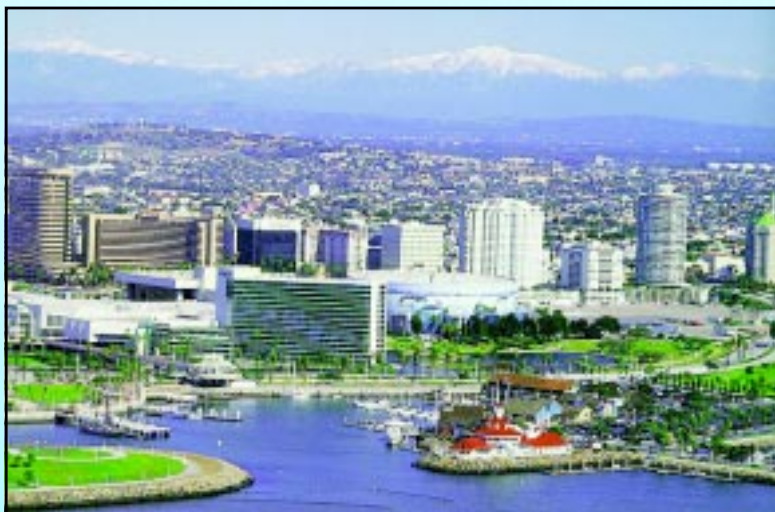




DIRECTOR OF PLANNING & BUILDING



"I'm looking for someone who can come in and take planning and building to the next level." Jerry Miller, City Manager

THE COMMUNITY

Majestically located on the Pacific Ocean between Los Angeles and Orange County, the City of Long Beach, California (population 487,000) is frequently described as a series of strong, diverse interwoven smaller communities within a large city. Enjoying an ideal Southern California climate, Long Beach is home to an abundance of cultural and recreational options. The Long Beach Convention Center, Aquarium of the Pacific, Queen Mary, West Coast Hockey League's Ice Dogs, the annual Toyota Grand Prix of Long Beach plus a wide variety of other attractions serve to draw over four million visitors a year. The City is also home to California State University, Long Beach and Long Beach City College.

While it offers all the amenities of a large metropolis, many say Long Beach has the added benefit of having maintained a strong sense of community and cohesiveness despite its growth. As the fifth largest city in California, Long Beach has been referred to as the "most diverse city" in the country by *USA Today*. Priding itself on the depth of its integrated ethnic diversity, the City is home to the largest Cambodian population outside of Cambodia. The majority of residents are widely represented by Hispanic, Caucasian, African American and Asian populations.

The Port of Long Beach combined with the adjacent Port of Los Angeles is the busiest on the



West Coast; the volume of cargo tonnage handled make the combined port the nation's largest container facility and the second busiest in the world. The City also has its own full-service commercial airport which has become a favored travel-friendly alternative to other Southern

California airports by offering preferred flight schedules, carriers, and overall accessibility. In addition, Los Angeles' rail transit system, the Metro Blue Line, has numerous stops within the City and throughout the region.

Covering approximately 50 square miles, Long Beach is supported by a wide mix of industries with education, health and social services, manufacturing, retail trade, and professional services comprising the highest representation. Known for its livable and desirable neighborhoods, the City consists of more than 163,000 households. Thirty-two percent of the population is under the age of 20. The median family income is slightly under \$40,000, however, nearly 25 percent of families earn more than \$75,000 per year.

CITY GOVERNMENT

Long Beach is a full-service Charter City governed by nine City Council members who are elected by district. The Mayor is elected at-large. Elected officials are subject to a two-term limit, which allows them to serve for a maximum of eight years. Mayor Beverly O'Neill is Long Beach's

only three-term citywide elected mayor. In November 2002, she was re-elected to an unprecedented third term as a write-in candidate. Just recently, Mayor O'Neill was named the "2004 Municipal Leader of the Year" by *American City and County* magazine. She also currently serves as Vice President of the U.S. Conference of Mayors.

Elected officials also include the City Attorney, City Auditor, and City Prosecutor. The municipality is supported by a total budget of approximately \$1.8 billion, and a FY04-05 General Fund budget of \$373 million. Approximately 6,000 employees comprise the City's workforce with most represented by nine bargaining units.

In addition to all traditional municipal services, the organization also includes the enterprise operations of the Airport and the Port, as well as its own Health and Human Services, Water, Gas and Oil Properties Departments. The City Council is assisted by various commissions. Commissioners are nominated by the Mayor and approved by the City Council. The Civil Service Commission, Board of Water Commissioners, and Board of Harbor Commissioners oversee operations of their respective areas.

Not unlike other municipalities, Long Beach is facing serious fiscal challenges. In 2002, the City forecast a \$102 million General Fund deficit. Working closely with the City Council and the community, Long Beach has developed and implemented an aggressive plan to address this issue. A Three-Year Financial Strategic Plan, adopted by the City Council in 2003, set the framework for eliminating the structural deficit. During its first

year of implementation, the Plan has been successful in reducing the deficit by \$41 million. The remaining \$61 million of the deficit will be eliminated through a carefully designed balance of cost reductions and revenue enhancements during the next two years.

DEPARTMENT OF PLANNING & BUILDING

The Department is organized into two Bureaus. The **Planning Bureau** consists of Advance Planning, Community and Environmental Planning, Historic Preservation, and Zoning and Development Services. The **Building Bureau** oversees the Operations and Development Services Center, Plan Check, and Inspection Divisions. The Department operates with the help of 119 staff members and an annual operating budget of \$10.8 million. In addition, Planning & Building supports the Planning and Cultural Heritage Commissions as well as the Board of Examiners, Appeals and Condemnation, and the Disabled Access Appeals Board. The Director of Planning & Building reports to the City Manager.

IDEAL CANDIDATE

The ideal candidate is a visionary, sophisticated planning executive who has a demonstrated history of establishing successful partnerships and working effectively with the development, architectural, business and residential communities. In the interest of designing a promising future for development and land use in Long Beach, he/she will have the opportunity to play a prominent role in placing the City

on the leading edge of contemporary and inclusive urban planning.

To be a successful complement to the City Manager's Executive Management Team, highly qualified candidates will be collaborative team players, superior problem solvers, notably innovative, as well as confident communicators. A healthy sense of humor and an optimistic attitude will fit well with this energetic and dedicated team.

A Bachelor's degree in urban planning, architecture, public administration, or closely related discipline is required. A Master's degree and/or certification by the American Institute of Certified Planners will be considered favorably. A general understanding of the California Building Code and architectural standards is preferred. Ideal candidates will have a demonstrated history of flexibly resolving complex planning and building issues. Highly qualified individuals must also convey a developed sensitivity and understanding of environmental issues.

MANAGEMENT & LEADERSHIP CHARACTERISTICS

In addition to the above requirements, Long Beach is desirous of attracting professionals who possess the following characteristics and competencies:

- Exhibits a dynamic and engaging leadership style
- Outstanding strategic and long term thinker
- Reflects high professional standards; serves as a role model for others

- Resilient and willing to embrace large scale challenges
- Superior communicator capable of communicating effectively with a wide array of audiences
- Strong business acumen and conveys a strong understanding of efficient service delivery
- Has the confidence and desire to work with a variety of stakeholders
- Displays a high degree of political sophistication, but remains apolitical
- Highly effective manager of people
- Values professional development and training
- Demonstrates a passion for public service and is responsive to community concerns



PRIORITIES

The new Director will have the opportunity to play a vital and influential role in helping Long Beach design its future. The City is currently in the midst of updating its General Plan. The Director will play a key leadership role in engaging a diverse group of stakeholders and neighborhoods in contributing to the vision of the City for the next 20 years and seeing the entire effort through to completion. In addition to managing the high

volume of daily activity in the Department, he/she will also have the opportunity to address the following immediate priorities:

- Reinvent the City's commercial corridor strategy
- Improve the Department's overall communications with the public
- Establish a collaborative and cooperative relationship with the Community Development Department
- Professionalize and elevate the role of the Planning & Building Department within City government
- Evaluate resources, systems and processes to ensure maximum performance and efficiency
- Quickly establish credibility internally with staff, the City's Executive Management Team, and the City Council

COMPENSATION & BENEFITS

The salary range for this position is \$122,745 - \$191,617 (\$159,681 midpoint). In addition, the City's generous benefits package includes:

Vacation – Twelve days after one year of service; 15 days after four years, six months; 20 days after 19 years, 6 months of service.



Sick Leave – One day earned per month; unlimited accumulation; conversion upon retirement to cash credit toward health and/or dental insurance premiums, or to pension credits.

Holidays – Nine designated holidays per year, plus four personal holidays to be used at the employee's discretion.

Executive Leave – Five days per year.

Bereavement Leave – Three days for death or critical illness of family member, plus three days of accrued sick leave, if needed.

Health Insurance – Several plans are available: One HMO, two indemnity plan options and a point-of-service (POS) plan. The City pays part of the premium for employee and dependents depending on the health/dental plan selected.

Dental Insurance – Two dental plans are available for employees and dependents.

In-Hospital Indemnity – City-paid in-hospital indemnity plan for in-patient hospital stay.

Life Insurance – City-paid term life insurance policy equal to three times annual salary to a maximum of \$500,000.

Disability – City-paid short-term and long-term disability insurance.

Management Physical – Annual City-paid physical examination.

Retirement – Benefits provided through CalPERS (2.7% retirement formula), coordinated with Social Security.

Deferred Compensation – Available through three plan providers.

Auto Allowance – \$450 per month.

APPLICATION & RECRUITMENT SCHEDULE

The final filing date for this recruitment is **Friday, December 31, 2004**. To be considered for this rare opportunity, please submit a cover letter, a resume that reflects size (staff, budget) and scope of current/most recent organization and responsibilities, list of six professional references, and current salary information. For additional information regarding this opportunity, contact:



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Following the final filing deadline, candidates with the most relevant qualifications will be granted interviews by the consultants in January. Those individuals determined to be best suited for the position will be interviewed by the City in early 2005 with an appointment anticipated in February, upon the completion of thorough reference and background checks.

The City of Long Beach is an Affirmative Action/Equal Opportunity Employer and values diversity at all levels of the organization.